



Location

[Empty box for Location]

Depth:

Length

Width

[Empty box for Depth]

[Empty box for Length]

[Empty box for Width]

Description of protective system (circle):

- Trench
- Shield
- Shored
- Bench & Slope

Competent person:

[Empty box for Competent person]

Utilities

- 1. Has OUPS been contacted at least two working days prior to start of digging? Are utilities identified and marked? Yes No N/A
- 2. Are underground installations protected, supported, or removed when the excavation is open? Yes No N/A
- 3. Are the equipment operator(s) aware of overhead lines and required approach distances? Yes No N/A

Excavation/Trench

- 1. Has the soil type been classified? If no, must assume Type C. Yes No N/A
- 2. Are daily inspections of the excavation, adjacent areas, and protective systems made by a competent person prior to start of work? Yes No N/A
- 3. Does the competent person have the authority to remove workers from the excavation immediately? Yes No N/A
- 4. If less than 5' deep, are protective measures needed? Yes No N/A
- 5. If 5' deep or more, are protective measures in place? Yes No N/A
- 6. Are surface encumbrances supported or removed? Yes No N/A
- 7. Are spoils, materials, and equipment set back at least 2' from the edge of excavation? Yes No N/A
- 8. Are employees protected from loose rock or soil? Yes No N/A
- 9. Is the work area identified using barricades, fencing, or some other physical barrier? Yes No N/A
- 10. Is a traffic control plan completed and implemented? Yes No N/A
- 11. Are excavations 6' or deeper with walkways or bridges equipped with guardrails? Yes No N/A
- 12. Are employees prohibited from working or walking under suspended loads? Yes No N/A
- 13. Have means of egress (e.g. ladders, steps, ramps) been provided so that no employee must travel further than 25'? This is required at 4' or more. Yes No N/A
- 14. If ladders are used for egress, are they secured, and do they extend at least 3' above the excavation? Yes No N/A
- 15. If the excavation is 20' deep or more, do the protective systems in place meet one of these criteria? Yes No N/A
 - Designed by a registered professional engineer
 - Based on tabulated, prepared data by a registered professional engineer
 - Approved by a registered professional engineer

Wet conditions

- 1. Are employees protected from hazards posed by water accumulation? Yes No N/A
- 2. If water removal equipment is in operation, is it monitored by the Competent Person? Yes No N/A
- 3. Is surface water being collected or diverted? Yes No N/A

Hazardous atmosphere

- 1. In excavations 4' or deeper, where a hazardous atmosphere exists or could reasonably exist, is the atmosphere tested for low oxygen, hazardous fumes, and toxic gases before employees enter the excavation? Yes No N/A
- 2. Is oxygen concentration between 19.5% and 23.5%? Yes No N/A
- 3. Is emergency response equipment readily available where a hazardous atmosphere could or does exist (e.g., retrieval unit)? Yes No N/A